

Retention and Classification Report

Agency: San Juan County (Utah). County Clerk (903)

P.O. Box 338
Monticello, UT 84535
587-3223

Records Officer John Nielson

25902 Marriage license applications
06126 Marriage licenses

AGENCY: San Juan County (Utah). County Clerk

SERIES: 25902

3

TITLE: Marriage license applications

DATES: 1927-

ARRANGEMENT: Alphabetical by name.

DESCRIPTION:

These are forms completed by couples applying for marriage licenses. They are used to prove their identity and record other pertinent information which permits the couple to receive their license. The application include the following information: "the full names of the contracting parties, including the maiden name of the female, the present place of residence of each, the date and place of birth (town or city, county, state or country, if possible), the names of their respective parents, including the maiden name of the mother, the birth places of fathers and mothers (town or city, county, state or country, if possible), and the distinctive race or nationality of each of the parent. If the female is a widow, her maiden name shall be shown in brackets" (UCA 30-1-8 (1995)).

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 14, Item 24.

AUTHORIZED: 06/20/2005

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

AGENCY: San Juan County (Utah). County Clerk

SERIES: 25902

TITLE: Marriage license applications

(continued)

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

PRIMARY CLASSIFICATION:

Exempt UCA 26-2-22

AGENCY: San Juan County (Utah). County Clerk

SERIES: 6126

4

TITLE: Marriage licenses

DATES: i 1888-

ARRANGEMENT: Chronological.

DESCRIPTION:

This series contains copies of the marriage licenses granted in San Juan County. The information includes names, addresses, and ages of bride and groom; date and number of license; date of marriage; title and signature of person performing the ceremony; and signatures of bride, groom, witnesses, and county clerk.

RETENTION:

Retain permanent

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 14, Item 25.

AUTHORIZED: 04/04/2000

FORMAT MANAGEMENT:

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Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

AGENCY: San Juan County (Utah). County Clerk

SERIES: 6126

TITLE: Marriage licenses

(continued)

PRIMARY CLASSIFICATION:

Public